



**Executive Committee Board Meeting  
Tuesday May 28, 2019**

<u>Present</u>	<u>Phone</u>	<u>Staff</u>
Jim Sugarman	Faith Myer	Sonja Honkala
Col. Jose Thomas-Richards		
Barbara Fretwell	<u>Guest</u>	<u>Advisory</u>
Barbara Pembamoto	Secretary Richard Prudom	Kelly Wilson
<u>Absent</u>	Mike Dyer	
Lesley Vestrich (excused)		

**Welcome and Call to Order** — Jim Sugarman began the meeting at 10:50 a.m. and asked to go around the room and introduce yourselves.

**Leases and Debts**— Jim Sugarman reviewed the agenda which included leases and debt and talked about the issues below:

- Bankruptcy, agency is living payroll to payroll
- Substantial cuts – let go of 8 staff members
- FGP – No match from United Way, we may not be able to keep this program.
- Audit – 2018 is ready for an audit. Did an RFP and we now have a group to conduct our annual audit.
- DoSS – Over many years the agency has not been sending DoSS their total invoiced funding, only smaller portions as funds were misappropriated. Still need more days than the 65 to pay providers.

**Secretary Richard Prudom**

- Committed to working together for the seniors.
- DoEA & DoSS are at fault just as much. Jaime took advantage of everyone and this stems back to when Bob McFall's was the CEO.
- Friday, May 31<sup>st</sup> – Meeting with Kristen Griffis, F4A President and Robert Beck to get their advice and options to help our situation. Secretary Prudom shared that he will find a way to pay for a forensic audit.
- Office of the Inspector General – Mike asked when they will reach out to the agency.
- PBCty Issue – Secretary Prudom will be reaching out to Sharon Bock this afternoon to discuss the DoSS issues. Jim shared that over the years there were emails between DoSS and Joyce/Jaime but nothing was pertinent.

- AARP, Jeff Johnson – Secretary Prudom will be in contact with Jeff Johnson to get some ideas on helping the agency.

Jim Sugarman discussed the building lease and total funding. Jim also asked about staff and morale.

Line of Credit – Jim shared how gracious BMO has been to accept only interest for the past 2 years.

Mike brought up about pulling financial statements and the fiscal team did not know how to do this. Going forward the board will insist on reviewing accounts payable and receivables.

Jim shared how Joyce did not want to train the board on how to read the financials and that in 2014-2015 she was written up for forging documents.

Secretary Prudom answered saying that DoEA did not follow up on their monitoring and this is an area for improvement on their end.

OIG – Have them come down and perform their duties and do what they need to do which includes a forensic audit.

Contacts – Secretary Prudom will be reaching out to several contacts to help resolve our issues.

Jim asked several questions:

- Which PSA has the best outreach? Secretary Prudom shared that PSA 10 was the most successful but Ann Marie from PSA 5 is doing very well.
- Jim asked about DoEA and our CEO candidates and Secretary Prudom responded he only has input and to assess.
- Do we have to hire a CFO, Secretary Prudom responded you structure the way you think would be best.
- Will Jaime and Joyce be held liable? Secretary Prudom would like for them both to pay for the forensic audit and be held accountable for any other issues.

Secretary Prudom commended the agency staff for their success on outreach and services they do in the community. Please let me know and I will come down as much as needed. Also in the OAA contract it's required to seek out additional funds for your agency. We will do everything we can do to not interrupt services.

Mike shared the following:

- Need to talk to the bank, Bankruptcy is still an option but we need to explore other areas as our mission is serving seniors. Line of Credit has been frozen, hoping to pay down \$50,000 by year end. Secretary Prudom asked if you would like him to call the bank.

- SHINE/DCF– Eliminate their space and move them to the other side as well as eliminate the DCF position as we pay to have them here.

**Quorum** – was met

Meeting adjourned at 12:00 p.m.



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James Sugarman, Board Chair